

**Dodge County, State of Wisconsin  
Information Technology  
Tuesday, April 21, 2015**

Minutes of the Tuesday, April 21, 2015 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 7:15 AM.

Members Present:     Duchac, Maly, M. Houchin

Members Excused:    J. Bobholz, M. Bobholz

Also Present:         Ruth M. Otto, Director of Information Technology, James Mielke, County Administrator, Scott Smith, Deputy Chief, Dodge County Sheriff.

Meeting called to order at 7:15 AM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by Duchac, seconded by Houchin, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments

No Committee Member reports.

Motion by Houchin, seconded by Duchac to approve minutes from Thursday, March 12, 2015 of the Information Technology Committee meeting. Motion carried.

Discussed the topic of texting. The first discussion was on the retention of text messages. At this time texts are held solely by the cell carrier. The carrier can only guarantee a day of text messages. Any more days would be unpredictable. The committee felt that there was no need to retain text messages at the County and leave the data in the custody of the cell carrier only. The next discussion was on the use and expense of texting. The County phones use the State cell plan which does not include texts. The cell phones for some of our lines are getting high due to the use of texting and the discussion is should there be a texting policy. The committee agreed there should be a change to the telephone policy to reflect the use for texting for County purposes only and with the approval of the Department Head/Supervisor. A draft of the change to the policy will be completed and brought to the next Committee meeting. It was also

discussed that this topic will be covered with Management at the next Management Council meeting to make awareness of what texting is costing the County.

Under the IT Director's report the following were summarized and reviewed:

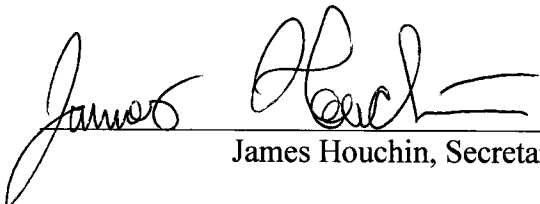
- New World – The system upgrade seemed to have minimal impact on the Sheriff's Office. Appropriate staff was brought to Dodge County from New World to quickly handle any issues that did arise.
- Kronos – A memo was presented to the committee outlining the costs of the Kronos project so far and projected costs to the end. The project is over budget by \$46,698.99 due to the increase need to use consultant hours for our most complicated departments.
- Human Services and Health Database – The work has started on the RFP. Requirements have been received and it is anticipated to release the RFP by May 1st.
- Secured Electronics – progress continues with the engineer firm on the completing the final documents for bid.
- LIMS – progress continues on the data conversion and database build.
- Network security project – portions of the project are complete. Seeing more outside traffic and attack attempts with the new firewalls and security already completed.

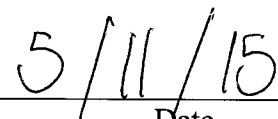
Consideration for Action:

- Recommended to approve renewal of NetMotion support and licenses in the amount of \$7,121.54. This is a 2015 budget item #35 (BU #1811.5249) for \$8,000. Motion by Duchac, seconded by Houchin. Motion carried.
- Recommended to approve renewal of domain names in the amount of \$241.50. This is a 2015 budget item #47 (BU #1811.5249) for \$1,000. Motion by Houchin, seconded by Duchac. Motion carried.
- Recommended to approve renewal of Citrix maintenance in the amount of \$4,389.25. This is a 2015 budget item #66 (BU 1811.5249) for \$5,500. Motion by Duchac, seconded by Houchin. Motion carried.
- Recommended to approve renewal of Oracle maintenance in the amount of \$6,237. This is a 2015 budget item #77 (BU #1814.5249) for \$6237. Motion by Duchac, seconded by Houchin. Motion approved.

Suggested next committee meeting date: Monday, May 11 at 6:15 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Chair Donna Maly at 8:30 AM. Motion carried.

  
James Houchin, Secretary

  
Date